



Haryana Government Gazette

Published by Authority

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No. 4-2022] CHANDIGARH, TUESDAY, JANUARY 25, 2022 (MAGHA 5, 1943 SAKA)

PART-I

Notifications, Orders and Declarations by Haryana Government

HARYANA GOVERNMENT

HIGHER EDUCATION DEPARTMENT

Notification

The 23rd November, 2021

No. 24/2-2020 UNP (5).— In exercise of the powers conferred by Sub-section (5) of Section 30 of Haryana Private Universities Act, 2006 and all other powers enabling him in this behalf, the Governor of Haryana hereby allows Ashoka University of Sonapat to frame its First Statutes.

ANAND MOHAN SHARAN,
Principal Secretary to Government Haryana,
Higher Education Department, Chandigarh.

CHAPTER I GENERAL PROVISIONS

1. *Definitions*

- a. 'Act' means the Haryana Private Universities Act (2006) as amended from time to time
- b. 'Campus' means that area of the university in which it is established
- c. 'Department' means a unit of a School focusing on a specific discipline of study
- d. 'Employee' means a person appointed by the university and includes a teacher, officer and any other staff of the university
- e. 'Faculty' or 'teacher' means a Professor, Associate Professor, Assistant Professor or any other person required to impart education or guide research or render guidance in any other form to the students for pursuing a course or programme of study of the university;
- f. 'Fee' means collection made by the university from the students by whatever name it may be called, which is not refundable;
- g. 'Government' means the Government of the State of Haryana;
- h. 'School' means a group of academic departments of related disciplines in the University;
- i. 'Prescribed' means prescribed by rules made under this Act;
- j. 'Regulating body' means a body established by the Government of India for laying down norms and conditions for ensuring academic standards of higher education, such as University Grants Commission, All India Council for Technical Education, National Council for Teacher Education, Medical Council of India, Bar Council of India, Pharmacy Council of India, National Assessment and Accreditation Council, Indian Council of Agriculture Research, National Board of Accreditation, Indian Nursing Council, Council of Scientific and Industrial Research etc. and includes the Government or any such body constituted by Government of India or the Government;
- k. 'Statutes', 'Ordinances' and 'Regulations' mean respectively, the Statutes, Ordinances and Regulations of the university made under this Act;
- l. 'Student of the university' means a person enrolled in the university for taking a course of study for a degree, diploma or other academic distinction duly instituted by the university, including a research degree;
- m. 'Sponsoring body' means International Foundation for Research and Education or its successor
- n. 'Young India Fellowship Programme' means the multi-disciplinary programme offering Post-Graduate Diploma in Liberal Arts being hitherto run by the sponsoring body and now taken over by the university.

CHAPTER-II

AUTHORITIES OF THE UNIVERSITY

2. *The Authorities of the University*

The University shall have the follow authorities:

- (1) Governing Body
- (2) Board of Management
- (3) Academic Council
- (4) Other Authorities

3. *Governing Body*

- (1) The Governing Body shall consist of the following members:
 - (a) The Chancellor as the Chair
 - (b) The Vice-Chancellor
 - (c) the Secretary to Government, Haryana, Education Department, or in his absence, Director, Higher Education, Haryana
 - (d) Five persons nominated by the sponsoring body out of whom two shall be eminent educationists;
 - (e) One expert in management or technology from outside the University, nominated by the Chancellor;
 - (f) One expert of finance, nominated by the Chancellor
- (2) The five persons nominated by the sponsoring body and the two persons nominated by the Chancellor shall hold office for a term of three years and shall be eligible for reappointment.
- (3) The Registrar shall be the Member Secretary of the Governing Body

4. *Meetings of the Governing Body*

- (1) The Governing Body shall meet at least three times each calendar year.
- (2) The quorum of the meetings of the Governing Body shall be four, provided that the Secretary to Government, Haryana Education Department or in his absence, Director, Higher Education shall be present in each meeting in which decisions on issues involving government policies/instructions are to be taken.
- (3) The Governing Body shall lay down the procedure or bye-laws for conducting the meetings of the Governing Body.

5. *Powers and Responsibilities of the Governing Body*

- (1) The Governing Body is the supreme authority of the University. It shall have overall fiduciary responsibility for the well-being of the University based on the principle of trusteeship.
- (2) In discharging its powers and responsibilities it shall carry out the mission and vision of the Sponsoring Body and shall consult the Sponsoring Body in taking major decisions.
- (3) It shall have the following specific powers and responsibilities:
 - a. To determine the major goals, aims, objectives, policies and strategies for the University in terms of the mission and vision of the Sponsoring Body and lay down procedures for their implementation.
 - b. To review and approve the policies, strategies and programmes of the University to ensure that they are in consonance with the stated aims, objectives and goals of the University.
 - c. To promote overall administration of the University and appoint, discipline or dismiss Officers of the University in accordance with the provisions of the Haryana Act, this Statute, Ordinances, Regulations or Rules.
 - d. To approve creation of, abolition of, and/or modification in the scope of duties, responsibilities & powers of any committees, offices, officers, and boards in accordance with the procedure laid down under this Statute, Ordinances, Regulations or Rules.
 - e. To approve the creation of, abolition of, and/or modification in the scope of duties & responsibilities of schools, departments and programs of study, on the recommendations of the Board of Management and the Academic Council.
 - f. To review and approve any decisions taken by the Board of Management, the Academic Council or any other authority of the university.

- g. To approve the appointment of any: (i) Dean; or (ii) tenured faculty (either through promotion or directly); or (iii) such other officers (including administrative and academic officers) of the University, as may be decided by the Governing Body from time to time.
- h. To ensure that the University maintains and fulfils the basic aims and objectives as set out in Section 3 of the Act, and that the functioning of the University is in line with the requirements of the Act and various other regulatory authorities, including the University Grants Commission.
- i. To review and approve the annual budgets, the Annual Statements of Accounts including the Balance-Sheet following its review by the Board of Management.
- j. To direct and oversee the raising, receiving, spending and borrowing of funds and placing funds of the University in appropriate investments.
- k. To receive grants, donations, contributions, gifts, prizes, scholarships, and other monies and to disburse grants and donations and to award prizes and scholarships.
- l. To appoint:
 - (1) representatives of the University to other institutions or organisations as may be desirable;
 - (2) any person as attorney of the University with such powers as it may deem fit in order to execute an instrument or transact any business of the University;
- m. To hold, buy, sell, hypothecate, mortgage, take on lease, accept as gift or otherwise acquire any land, buildings or property, movable, immovable or intellectual, which may be necessary or convenient for the purpose of the University, and on such terms and conditions as it may deem fit and proper.
- n. To delegate any of the above mentioned powers and duties of the Governing Body to any officer, authority and committee or employee of the University.
- o. To make provisions for regulating its own business and procedures and those of the other Authorities, Committees, Officers of the University including, without limitation and notwithstanding anything contained in these Statutes, identifying, from time to time, unless prohibited by the Act those policies, decisions and the like that, will require the prior approval of the Governing Body or the Sponsoring Body.
- p. To perform such other functions as may be required from time to time for ensuring the smooth functioning of the University, including the grant of approval for major academic initiatives and new academic structures proposed by the University.

6. **Board of Management**

- (1) The Board of Management will consist of the following members:
 - a) The Vice Chancellor as Chair;
 - b) the Secretary of the Education Department of the Government of Haryana, or in his or her absence, Director of Higher Education of the Government of Haryana;
 - c) Two members of the Governing Body, nominated by the Sponsoring Body;
 - d) Three persons who are not the members of the Governing Body, nominated by the Sponsoring Body;
 - e) Three persons from amongst the teachers, nominated by the Sponsoring Body; and
 - f) Two teachers, nominated by the Vice Chancellor.
- (2) The Registrar shall be the Secretary of the Board of Management but not a member of the Board.
- (3) The term of office for members of the Board of Management shall be three years.

7. **Meetings of the Board of Management**

- (1) The Board of Management shall meet at least once in every two months.
- (2) The quorum of the meetings of the Board of Management shall be five, provided that the Secretary of the Education Department of the Government of Haryana, or in his absence, Director of Higher Education of the Government of Haryana, shall be present in each meeting where decisions on issues involving Government policies or instructions are to be made.
- (3) The Board of Management shall lay down the procedure for conducting the meeting of the Board of Management.

8. Powers and Responsibilities of Board of Management:

Subject to the provisions of Clause 5 of Chapter II the Board of Management, will have the following powers and responsibilities:

- (1) To approve creation of teaching and academic posts, the numbers, qualifications, and cadres thereof, in line with the annual budget approved by the Governing Body;
- (2) To lay down in consultation with the Academic Council, the duties and conditions of service of Professors, Associate Professors, Assistant Professors and other academic staff of the University;
- (3) To define, on the advice of the Academic Council and Schools of the University, functions of the Departments and to allocate areas of study, teaching and research to them;
- (4) To provide for research and for the advancement and dissemination of knowledge;
- (5) To add, modify, curtail, cancel or withdraw any of the formal and non-formal educational programmes;
- (6) To create administrative, ministerial and other necessary posts in terms of the cadres, in line with the annual budget approved by the Governing Body;
- (7) To regulate and enforce discipline among the Academic Staff, Administrative Staff and Non-Academic and Non-Administrative Staff of the University other than the Officers of the University;
- (8) To entertain and adjudicate upon and, if thought fit, to redress any grievances of the Academic Staff, Administrative Staff and Non-Academic and Non-Administrative Staff and students of the University;
- (9) To appoint committees with the approval of the Governing Body for such purposes and with such powers as it may deem fit and to appoint such persons on these committees as it thinks fit;
- (10) To approve all academic policies and plans formulated by the Academic Council;
- (11) To approve provision of buildings, premises, furniture, fittings, equipment, appliances and other facilities required for carrying on the work of the University;
- (12) To examine and accord final approval of building plans and award building contracts or authorize construction;
- (13) To administer the revenues and properties of the University and to conduct all administrative affairs of the University;
- (14) To issue appeals for funds for carrying out the objectives of the University
- (15) To authorise the Chief Finance and Accounts Officer to receive payment of fees and other charges;
- (16) To arrange for the deposit of all monies credited to the funds in scheduled banks or to invest them in consultation with the Finance and Budget Committee with the approval of Governing Body;
- (17) To review the Annual Statements of Accounts including the Balance-Sheet and ensure that proper accounts and other relevant records are maintained by the University for every previous financial year, in such form as may be prescribed for;
- (18) To examine the annual budget prepared by the Finance and Budget Committee and provide its recommendations in this regard to the Governing Body, ;
- (19) To refer all matters of policy and important financial decisions to the Governing Body and ensure that all the minutes are regularly presented in the meetings of the Governing Body for perusal and approval;
- (20) To manage and regulate the finances, accounts, investments, move able, immoveable and intellectual properties, business and all other administrative affairs of the University;
- (21) To execute documents, with the approval of the Governing Body, to effect conveyances, transfers, Government securities, re-conveyances, mortgages, leases, bonds, licenses and agreements in respect of property, moveable, immovable or intellectual belonging to the University or to be acquired for the purposes of the University;
- (22) To raise and borrow money with the approval of the Governing Body on bonds, mortgages, promissory notes or other securities founded or based on any of the properties and assets of the University or without any securities and upon approved terms and conditions and to pay out of the funds of the University all expenses incidental to the raising of money and to repay and redeem any money borrowed;
- (23) To fix emoluments and travelling and other allowances of internal and external examiners, moderators and such other personnel appointed for examinations, in consultation with the Academic Council and the Finance and Budget Committee;
- (24) To approve conferment of degrees, awards and fellowships;

- (25) To delegate all or any of its powers to any committee or subcommittee constituted by it or the Vice Chancellor of the University;
- (26) To authorize the Registrar or any other Officer, authority, body, committee or board to institute, conduct, defend, compound or abandon legal proceedings by or against the University or its officers;
- (27) To approve the establishment of a Facilities Management Office; and
- (28) To do all such things and acts as may be directed by the Governing Body in fulfilment of the objectives of the University.

9. Academic Council

- (1) The Academic Council shall be the principal academic body of the University and subject to the provisions of the Act, Statutes, Ordinances, Regulations and Rules, it shall have control over and be responsible for the maintenance of standards of education, teaching and training, inter-departmental coordination, research, examinations and tests within the University.
- (2) It shall co-ordinate and exercise general supervision over the academic policies of the University and such other powers, and perform such other duties and functions as may be prescribed or conferred upon it by the Statutes.

10. Membership of the Academic Council:

The Academic Council will consist of the following members:

- (1) The Vice Chancellor as Chair
- (2) All Deans, Heads of Departments
- (3) The Registrar shall be the Secretary of the Academic Council but not a member of the Council.
- (4) A maximum of two Assistant or Associate Professor nominated by each School of the University (such that the aggregate number of such nominations shall not exceed 10 at any time)

The Governing Body (in consultation with the Vice Chancellor) may change the composition of membership of the Academic Council.

11. Power and Responsibilities of Academic Council:

The Academic Council shall have the following powers and duties:

- (1) To exercise general supervision over the academic component of the University and to give directions regarding methods of instruction, evaluation, research or improvements in academic standards;
- (2) To prescribe courses of study leading to degrees and diplomas of the University;
- (3) To approve the curricula for various courses and courses of studies;
- (4) To promote research within the University and acquire reports on such research from time to time;
- (5) To consider matters of academic interest either on its own initiative or at the initiative of the Board of Management and to take proper action thereon;
- (6) To arrange for the conduct of examinations in conformity with the Statutes and Regulations;
- (7) To maintain proper admissions and examinations standards
- (8) to Recognize diplomas and degrees of other universities and institutions and to determine their equivalence with the diplomas and degrees of the University;
- (9) To suggest measures for departmental co-ordination;
- (10) To make recommendations to the Board of Management on:
 - (1) measures for improvement of standards of teaching, training and research;
 - (2) institution of Fellowships, Scholarships, Medals and Prizes;
 - (3) establishment or abolition of Departments, study centres and off campus centres;
 - (4) any matter relating to the academic functions of the University, discipline, residence, admissions and examinations;
 - (5) award of fellowships, scholarships, studentships, and fee concessions;
 - (6) requirements for attendance;
- (11) To appoint subcommittees to advise on such specific matters as referred to it by the Board of Management;
- (12) To appoint a Committee on Academic Affairs to deal with day to day matters, if necessary;

- (13) To consider the recommendations of the subcommittees and to take such action, including the making of recommendations to the Board of Management, as the circumstances of each case may require;
- (14) To review periodically the activities of the Departments, study centres and off-campus centres and to take appropriate action, including making recommendations to the Board of Management with a view to maintaining and improving the standards of instruction; and
- (15) To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Statutes.

12. *Meetings of the Academic Council:*

- (1) The Academic Council shall meet as often as may be necessary but at least once in three months.
- (2) One third of the total members of the Academic Council shall constitute the quorum for the meeting of the Academic Council.
- (3) Any business which may be necessary for the Academic Council to perform, except such business as may be placed before its meeting, may be carried out by circulation of a resolution among all its members and the resolution so circulated and approved by a simple majority shall be effective and binding as if such resolution had been passed in the meeting of the Academic Council.

13. *Other authorities of the university:*

The Governing Body may constitute from time to time other authorities for the effective functioning of the university.

CHAPTER-III OFFICERS OF THE UNIVERSITY

14. *Officers of the University*

The University shall have the following Officers:

- (1) Visitor
- (2) Chancellor
- (3) Vice Chancellor
- (4) Registrar
- (5) Controller of Examinations
- (6) Chief Finance and Accounts Officer

15. *Visitor*

- (1) The Governor of Haryana shall be the Visitor of the University.
- (2) The Visitor shall have the following powers as specified under the Act:
 - a. when present, he shall preside over the convocation of the university for conferring degrees and diplomas;
 - b. to call for any paper or information relating to the affairs of the university; and
 - c. on the basis of the information received under clause (b), if he is satisfied that any order, proceeding, or decision taken by any authority of the university is not in conformity with the provisions of the Act, Statutes, Ordinances, Regulations or Rules, he may issue such directions as he may deem fit in the interest of the University and the directions so issued shall be complied with by the University.

16. *Chancellor*

1. The Chancellor of the University shall be appointed by the Sponsoring Body for a period of three years with the approval of the Visitor by following such procedures and on such terms and conditions as may be prescribed by the Rules made by the Government under clause (d) to Sub section (2) of Section 47 of the Act.
2. If the office of Chancellor becomes vacant due to death, resignation or otherwise, or if the Chancellor is unable to perform his or her duties due to illness or any other cause, the Sponsoring Body shall appoint a new Chancellor as per the Rules mentioned under sub-section (1) above.
3. The Chancellor appointed in accordance with sub-section (1) above, shall be eligible for re-appointment for multiple terms as long as he/she complies with the conditions and qualifications, if any, prescribed under the Act and/or the UGC Guidelines.
4. The Chancellor shall have the following powers as specified under the Act:
 - a. To call for any information or record;
 - b. To appoint the Vice-Chancellor;
 - c. To remove the Vice-Chancellor in accordance with the provisions of subsection (7) of section 17 of the Act.
5. Subject to the provisions of the Act, the Chancellor shall have the following additional powers:
 - a. The Chancellor shall preside over meetings of the Governing Body;
 - b. The Chancellor shall be the final appellate authority for any matters of dispute referred to him/her by the Vice-Chancellor.

17. *Vice-Chancellor:*

1. The Vice-Chancellor shall be appointed by the Chancellor as per the qualifications prescribed by the University Grants Commission and shall hold office for a term of three years.
2. He or she shall be eligible for re-appointment for another term of three years. Provided further that a Vice-Chancellor shall continue to hold the office even after the expiry of his term till new Vice-Chancellor joins. However, in any case this period shall not exceed one year.
3. If the office of the Vice Chancellor becomes vacant due to death, resignation or otherwise or if the Vice-Chancellor is unable to perform his or her duties due to illness or any other cause, the Chancellor, on the recommendation of the Governing Body, shall appoint an acting Vice-Chancellor.

4. Powers and Functions:

- a. The Vice Chancellor shall have the following powers as specified under the Act:
 - i. The Vice-Chancellor shall be the principal executive and academic officer of the University and shall exercise general superintendence and control over the affairs of the University and shall execute the decisions of various authorities to the University.
 - ii. In the absence of both the Visitor and the Chancellor, the Vice Chancellor shall preside over the convocation of the University.
- b. Subject to provisions of the Act and the provisions of Clause 5 of Chapter II, the Vice-Chancellor shall have the following additional powers and functions:
 - i. The Vice Chancellor shall ensure compliance with the provisions of the Act, Statutes, Ordinances, Regulations and Rules of the University.
 - ii. All powers relating to the proper maintenance and discipline of the University shall be vested in the Vice Chancellor.
 - iii. The Vice Chancellor may provide for appointment of Visiting Fellows, Visiting Professors and for Fellowships, Scholarships, Studentships, Medals and Prizes.
 - iv. The Vice Chancellor shall exercise all other powers as may be delegated by the Chancellor.
 - v. The Vice Chancellor shall have the power to re-delegate some of his or her powers to any of his or her subordinate officers as prescribed by the Statutes.
 - vi. The Vice Chancellor shall have the power to convene or cause to be convened meetings of the various authorities, bodies, Committees and Boards of the University for which he or she is the Chair.
 - vii. The Vice Chancellor shall have the power to fix emoluments and other terms and conditions of service of all academic and administrative staff, in accordance with the budget approved by Governing Body.

18. Registrar

1. The Registrar shall be appointed by the Chairperson of the Sponsoring Body, based on the recommendation of the Sponsoring Body.
2. The Registrar shall have the following powers as specified under the Act:
 - i. To sign all contracts and authenticate all documents and records on behalf of the University;
 - ii. The Registrar shall be the Member-Secretary of the Governing Body, Board of Management and Academic Council but shall not have a right to vote.
3. In addition to the powers and duties mentioned under the Act, the Registrar shall have the following, additional duties:
 - i. To conduct official correspondence on behalf of the Authorities of the University;
 - ii. To issue notices to convene meetings of the Authorities of the University and all committees and subcommittees appointed by any of these Authorities;
 - iii. To keep the minutes of the meetings of all the Authorities of the University and of all the committees and subcommittees appointed by any of these Authorities;
 - iv. To conduct official correspondence of the Board of Management and the Academic Council;
 - v. To enter into agreements, sign documents and authenticate records on behalf of the University;
 - vi. To hold in special custody the common seal, records, books and documents and other such property of the University as specified by the Board of Management;
 - vii. To safeguard and maintain the buildings, gardens, offices, canteens, cars and other vehicles, laboratories, libraries, reading rooms, equipment and other properties of the University; and
 - viii. To represent the University when authorized by the Board of Management in suits or proceedings by or against the University, sign powers of attorney and plead or depute his or her representatives for this purpose;
 - ix. To head the Academic Regulations and Records Office, maintain the student records including the academic records and personal information records and keep proper record of Academic Regulations of the University subject to the supervision of the Academic Council;

- x. To perform such other duties as may be specified in the Statutes, Ordinances, or Regulations as may be specified by the Governing Body, Board of Management or the Vice Chancellor from time to time.
- xi. To ensure effective student registration and enrolment, management of records of current and past students, ensuring compliance with student record policy; record transfer credit, advanced placement, study abroad work, thesis titles, comprehensive examination results and grade changes
- xii. To produce and mail transcripts; store and preserve academic records and inactive student folders; process grades and produce transcripts for non-credit students; retain copies of course descriptions
- xiii. To produce official student lists, reports, and statistics; publish the student directory; validate ID cards; process ID number changes, changes of school, name and address; interpret and enforce academic regulations; collect grades from faculty; record grades, produce and mail grade reports; monitor lists of graduates; rank undergraduates for graduation; organize student participation in the convocation.

19. *Controller of Examinations*

1. The Controller of Examinations shall be appointed by the Chancellor on the recommendations of the Sponsoring Body.
2. The Controller of Examinations shall be the principal officer-in-charge of the conduct of examinations and tests of the University and declaration of their results.
3. He/she must have requisite qualifications and relevant experience in an academic institution, as specified by the regulations of the University.
4. The Controller of Examinations shall be responsible for making all arrangements necessary for holding examinations and tests and declaration of results, including:
 - a. preparing and announcing in advance the calendar of examinations;
 - b. arranging for printing of question papers;
 - c. arranging to get performance of the candidates at the examinations properly assessed, and process the results;
 - d. arranging for the timely publication of results of examinations and other tests;
 - e. postponing or cancelling examinations, in part or in whole, in the event of malpractices or if the circumstances so warrant, and take disciplinary action or initiate any civil or criminal proceedings against any person or a group of persons or a college or an institution alleged to have committed malpractices;
 - f. taking disciplinary action where necessary against the candidates, paper setters, examiners, moderators, or any other persons connected with examinations and found guilty of malpractices in relation to the examinations;
 - g. reviewing from time to time, the results of university examinations and forward reports thereon to the Academic Council.
5. The Controller of Examinations shall exercise such other powers and perform such other duties as may be prescribed by the Statutes, Ordinances, Regulations and Rules or the Vice Chancellor or his or her delegate.

20. *Chief Finance and Accounts Officer*

1. The Chief Finance and Accounts Officer shall be appointed by the Chancellor on the recommendation of the Sponsoring Body.
2. The Chief Finance and Accounts Officer shall work under the supervision of the Vice Chancellor and shall be accountable to the Governing Body and the Board of Management. He or she shall be the ex-officio member Secretary of the Finance Committee. He or she shall advise the Vice Chancellor on all financial matters.
3. Subject to the control of the Governing Body, the Chief Finance and Accounts Officer shall manage the assets and investments of the University.
4. The Chief Finance and Accounts Officer shall be responsible for the preparation of annual estimates and statements of accounts for submission to the Finance Committee and the Governing Body.
5. The Responsibilities of the Chief Finance and Accounts Officer shall also be as follows:

- a. To exercise general supervision over the funds of the University and advise the Vice Chancellor on the University's financial policy;
- b. To hold and manage property and investments including trust and endowed property for furthering the objects of the University;
- c. To see that the limit fixed by the Finance and Budget Committee for recurring and non-recurring expenditure for a year are not exceeded and that all monies are expended on the purposes for which they are granted or allotted;
- d. To receive all monies for the use and benefit of the University within the mandate and objectives of the University;
- e. To watch the progress of collection of revenue and advise on the methods of collection employed;
- f. To make payments sanctioned under each head of budget as approved by the Governing Body or Board of Management or as authorized by a competent authority designated by the Vice Chancellor;
- g. To prepare interim reports for the Vice Chancellor and Finance and Budget Committee;
- h. To prepare in consultation with the Vice Chancellor and subject to amendments and approval of the Finance and Budget Committee, an annual budget of current and capital income and expenditure of the University including both formal and non-formal education and auxiliary units, for submission to the Board of Management;
- i. To invest University funds in consultation with the Finance and Budget Committee and the approval of the Governing Body;
- j. To see that the registers of buildings, land, furniture and equipment are maintained up to date and that the stock-checking is conducted of equipment and other consumable materials in all offices, centres, laboratories, libraries, schools and institutions maintained by the University;
- k. To call for explanation from concerned officers or authorities, bodies, committees or board for unauthorised expenditure and for other financial irregularity that is brought to his/her notice and to suggest disciplinary action against the persons at fault;
- l. To represent the University in all legal matters pertaining to finance and taxation;
- m. To provide for at least one annual audit of all the accounts of the University;
- n. To review the reports and findings of the Internal Audit Unit
- o. To make recommendations to the Governing Body on the appointment of auditors and oversee the financial audit of the University accounts
- p. To perform such other duties as may be required by the Statutes, Ordinances, Regulations and Rules or the Vice Chancellor or his or her delegate; and
- q. To call for from any office or school or institution under the University any information or returns that he or she may consider necessary to discharge his or her financial responsibilities.

CHAPTER IV COMMITTEES IN THE UNIVERSITY

21. *Committees in the University*

1. The University may have the following committees to carry out specific functions:
 - a. Finance and Budget Committee
 - b. Curriculum and Academic Policy Committee
 - c. Faculty and Research Committee
 - d. Infrastructure and Facilities Committee
 - e. Student Life Committee
 - f. Other Committees
2. None of the committees formed under this Chapter shall have any decision making powers and all recommendations shall be submitted to the Governing Body or such other Authority as may be prescribed under the Statutes. Minutes of all meeting of such committees shall be submitted to the Governing Body. Further, the Governing Body may change the composition of any committee to reflect the changing needs of the University.

22. *Finance and Budget Committee*

1. The Finance and Budget Committee shall consist of the following members:
 - a. A member of the Governing Body as Chair; to be nominated by Sponsoring Body
 - b. The Chief Finance and Accounts Officer
 - c. Registrar
 - d. Any two individuals nominated by the Governing Body
2. The Finance and Budget Committee shall meet at least twice each year to prepare the budget, examine be accounts and to scrutinize proposals for expenditure.
3. All members of the Finance and Budget Committee other than ex-officio members shall hold office for a term of three years.
4. Powers and Responsibilities of the Finance and Budget Committee:
 - a. It shall prepare the annual budget and medium-term financial forecasts which will then be submitted to the Board of Management for their review and recommendations and subject to the final approval of the Governing Body.
 - b. It shall with the approval of the Board of Management fix limits of the total recurring expenditure and the total non-recurring expenditure of the year, based on the income and resources of the University.
 - c. It shall ensure that no expenditure be incurred by the University in excess of the limits so fixed. Any expenditure in excess of the fixed limits for that year, or one which has not been provided for in the budget, shall be incurred only after the approval of the Finance Committee and the Board of Management.
 - d. It shall monitor the progress of the University's performance against the approved budget and submit a six-monthly report to the Governing Body for its approval after it has been review by the Board of Management.
 - e. It shall, on behalf of the Governing Body, investigate aspects of the financial situation, which require further analysis or action.
 - f. It shall approve and monitor the University's treasury management policy.
 - g. It shall advise the Governing Body on borrowing policy; proposals for borrowing and related external funding arrangements; and the details of their terms.
 - h. It shall oversee the University's arrangements for pensions, tax, purchasing, and financial relationships with external bodies.
 - i. It shall formulate and review the University's financial regulations.

23. *Compensation Committee*

1. The Compensation Committee shall consist of the following members :
 - a. Chair, nominated by the Governing Body

- b. Vice-Chancellor
- c. Two individuals nominated by the Governing Body
- 2. The Compensation Committee shall review all policy matters regarding compensation for University employees (faculty and non-faculty) (including annual increments) as per the operating guidelines set up under the statutes/ordinances/regulations and to ensure that market-competitive salaries are being recommended.
- 3. The Committee will, from time to time, review compensation studies, market data and other relevant compensation-related information developed for the University by independent third parties.
- 4. The Committee will review strategic hiring and compensation plans and policies annually and will suggest changes as necessary.

All members of the Compensation Committee other than ex-officio members shall hold office for a term of three years.

24. *Curriculum and Academic Policy Committee*

- 1. Composition:
 - a. Vice-Chancellor as Chair
 - b. Deans of Undergraduate Studies
 - c. Dean of Postgraduate Studies
 - d. Any other members nominated by the Governing Body
- 2. Role and Responsibilities
 - a. To review all changes in including new courses, modifications, deletions, concentration/program proposals, and academic minors.
 - b. To review any academic and curricular policies and plans prepared by the University
 - c. To ensure compliance with academic regulations of various government agencies under the purview of which the University comes
 - d. To consider proposals for adoption of new teaching methodologies, program structures, grading policy and degree awards.
 - e. To produce and monitor key performance indicators of the quality of the student experience and determine any necessary interventions.

25. *Faculty and Research Committee*

- 1. The composition of the Faculty and Research Committee will be as follows:
 - a. Vice-Chancellor, as Chair
 - b. Dean of Undergraduate Studies
 - c. Dean of Postgraduate Studies
 - d. Any other members nominated by the Governing Body
- 2. The following shall be the responsibilities of this committee:
 - a. To review policies which relate to faculty members and their welfare, including recruitment; faculty development; faculty research; academic freedom; promotion and tenure; leaves;;health, life insurance programs, and other fringe benefits; and retirement
 - b. To promote adequate support for faculty teaching, advising, scholarship, creative work, and service
 - c. To review policies governing sabbaticals
 - d. To ensure that guidelines and criteria for recruitment and hiring of faculty, and for promotion and tenure advance the mission and goals of the University
 - e. To ensure the fairness and efficiency of University judicial procedures for faculty

26. *Infrastructure and Facilities Committee*

- 1. The Infrastructure and Facilities Committee shall focus on strategy and high level policy related to infrastructure that are in line with the University's long-term goals and therefore ensure that the physical assets are fit for that purpose, now and in the future.
- 2. The Infrastructure and Facilities Committee shall consist of the following members:
 - a. Chair to be nominated by the Governing Body

- b. Two individuals nominated by the Governing Body
 - c. Director, Infrastructure and Services or GM Administration (or both)
3. The Committee is responsible for considering, reviewing and advising the Governing Body on the following:
 - a. Campus Framework Plans
 - b. Priorities for major capital works
 - c. Strategic asset management plan, including information technology support infrastructure
 - d. Preventative maintenance program
 - e. Buildings and grounds plans
 - f. Design standards for building works and landscaping
 - g. Policies in respect of the built environment and sustainability.
4. To consider and make recommendation to the Governing Board and Sponsoring Body with regard to major investments, acquisitions and disposals above a certain percentage of the turnover.
5. It shall receive reports on:
 - a. key infrastructure performance indicators
 - b. infrastructure risks and opportunities
 - c. infrastructure performance against comparable institutions
 - d. To consider any other matter as may be specified by the Statutes
6. All members of the Infrastructure and Facilities Committee other than ex-officio members shall hold office for a term of three years

27. Other Committees

The Governing Body may establish other committees, boards and offices as and when the need for them arises.

CHAPTER-V**OTHER ACADEMIC OFFICERS OF THE UNIVERSITY****28. *Senior Academic Officers of the University***

The positions (including but not limited to the designations and scope of responsibilities) mentioned under this Chapter may change from time to time based on the changing needs of the University.

29. *Pro-Vice Chancellor (Academic)*

1. The Pro-Vice Chancellor (academic) shall be a full-time salaried officer of the University, appointed by a committee constituting members of the Governing Body (which must include the Vice-Chancellor).
2. The Pro-Vice Chancellor shall perform such duties and exercise such functions and powers as the Vice-Chancellor may specify generally or in individual cases and shall assist the Vice Chancellor on all academic matters.
3. When the Vice Chancellor is on leave or is otherwise unable to exercise his or her powers and perform his or her duties and in the absence of any acting Vice Chancellor, the Pro-Vice Chancellor (Academic) or the senior Professor in the University shall exercise such powers and perform such duties of the Vice Chancellor.
4. The Pro-VC (Academic) shall have responsibilities in the following areas:
 - a. Academic planning
 - b. Teaching and learning
 - c. Student admissions and retention
 - d. Academic staffing
 - e. Academic budgets
5. He/she shall be ex officio member of such committees as the Academic Council determines from time to time.

30. *Dean of Undergraduate Studies*

1. The Dean of Undergraduate Studies shall be appointed by a committee constituting members of the Governing Body (which must include the Vice-Chancellor).
2. He/she shall provide institution-wide leadership in the area of undergraduate education and in all matters of the faculty.
3. He/she shall have academic oversight of all undergraduate curricula, the University's designated Centres, and undergraduate academic advising.
4. The Dean of Undergraduate Studies shall be responsible for coordinating with the Director, Student Affairs, the Director, Admissions, Financial Aid and Student Outreach, Directors of Schools, and Faculty Senate on a variety of undergraduate academic issues including undergraduate academic admission standards, academic suspensions and readmission.
5. Shall be an ex officio member of the Faculty Selection Committee and will be part of the faculty hiring process and all decisions about faculty appointments (including start-up packages), performance reviews, tenure and promotion decisions, sabbatical requests, other leave requests, and retirement actions.
6. Shall oversee the faculty merit and salary processes and provide these inputs to the Compensation Committee; will oversee faculty contractual and adjunct appointment processes, assists. with faculty line allocations to departments and divisions, and manages new faculty orientation and other development events.
7. The Dean of Undergraduate Studies will also provide oversight for the Office of the Registrar, the Office of International Programs, and the Office of Academic Advising.
8. Will be a contributor to the overall strategic, academic and financial planning of the university.
9. Will oversee conflict management and dispute resolution at a number of levels, and oversees policies for undergraduate student grievances.
10. Shall monitor all progress toward undergraduate degrees, maintaining and archiving all records related to student degree completion.
11. Shall assist the Pro-Vice Chancellor (Academic) in developing budget allocations associated with undergraduate programs and department budgets.

31. *Dean of Graduate Studies*

1. The Dean of Graduate Studies shall be appointed by a committee constituting members of the Governing Body (which must include the Vice-Chancellor).
2. The Dean of Graduate Studies cannot be of a level less than that of a Professor.
3. Roles and responsibilities:
 - a. provides institution-wide leadership in the areas of graduate education and graduate student scholarship, admissions to graduate programmes, and the academic quality of graduate programs.
 - b. has academic oversight of the Young India Fellowship programme, Masters programmes and Ph.D. programmes, including graduate curricula.
 - c. assists faculty in developing and implementing new graduate program offerings.
 - d. oversees Graduate Teaching Assistants in light of programme needs and institutional strategic goals.
 - e. works with individual departments and faculty to develop specialized recruiting materials and programmes, and assists in the recruitment of individual students.
 - f. has oversight of graduate academic advising
 - g. liaises with the Graduate Student Association (GSA) and acts as advocate for institutional issues identified by the GSA.
 - h. mediates disputes between faculty and graduate students, and oversees policies for student grievances and academic suspensions.
 - i. monitors all progress toward graduate diplomas and degrees, maintaining and archiving all records related to student degree completion.
 - j. assists the Pro-Vice Chancellor (Academic) in developing budget allocations associated with graduate programs and department budgets.

32. *Deans of Schools*

1. The Deans of Schools shall be appointed by a committee constituting members of the Governing Body (which must include the Vice-Chancellor).
2. The responsibilities of the Deans of Schools will be as follows:
 - a. To provide academic and administrative leadership to the University's designated Schools (Arts and Humanities, Social and Human Sciences, Economics, Applied and Pure Sciences, and other Schools that may be constituted by the Academic Council).
 - b. To play an advisory role in appointment of faculty associated with Schools.
 - c. To liaise with Dean of Undergraduate Studies and Heads of Departments in development of new School undergraduate programmes.
 - d. To liaise with Dean of Graduate Studies and Heads of Departments in integrating development of new School graduate programmes.

33. *Director /Dean of the Young India Fellowship Programme*

1. A Director of the Young India Fellowship programme may be appointed by a committee constituting members of the Governing Body (which must include the Vice-Chancellor).
2. The responsibilities of the Director, Young India Fellowship Programme will be as follows:
 - a. To provide academic and administrative leadership to the Young India Fellowship
 - b. To play a leading role in appointment of faculty to teach modules in the Fellowship programme.
 - c. To devise and oversee policies and procedures regarding YIF student recruitment and admissions.

34. *Heads of Departments*

1. The Board of Management may appoint Heads of Departments (HODs) as desired, in consultation with the Academic Council.
2. The responsibilities of the heads of department shall be as follows
 - a. To provide academic and administrative leadership to the University's designated Departments (English, History, Philosophy, Political Science, Psychology, Sociology, Economics, Computer Science, Mathematics, and other departments that may be constituted by the Academic Council).

- b. To play a leading role in requesting new Department faculty positions and organizing international job searches for them.
 - c. To oversee annual reviews of all Department members.
 - d. To oversee Department course offerings, in consultation with the School Director and the Deans of Undergraduate and Graduate Studies, and liaise with the Registrar in scheduling all courses.
3. The HODs shall report to the Deans of Schools or the Vice-Chancellor as may be defined in the ordinances of the University.

35. *Directors of Centres*

1. The Board of Management may appoint Directors for specialized Centres such as Communication and Writing, Entrepreneurship, and Leadership etc.
2. The responsibilities of the Directors of Centres shall be as follows:
 - a. To provide academic and administrative leadership to the University's designated Centres (Writing, Entrepreneurship and Leadership, and other Centres that may be constituted by the Academic Council).
 - b. To play a leading role in appointment of faculty associated with Centres.
 - c. To liaise with Dean of Undergraduate Studies and Heads of Departments in integrating Centre activities with undergraduate programmes.
 - d. To liaise with Dean of Graduate Studies and Heads of Departments in integrating Centre activities with graduate programmes.
 - e. To provide logistical support (Centre of Entrepreneurship and Leadership) and academic support (Centre of Writing and Communication) to the Ashoka Quest.
3. The Directors shall report to the Vice-Chancellor.

36. *Any other Officers:*

The Governing Body on the recommendation of the Sponsoring Body may appoint any other academic officers if required.

CHAPTER VI

OTHER ADMINISTRATIVE OFFICERS OF THE UNIVERSITY

37. Senior Administrative Officers of the University

The positions (including but not limited to the designations and scope of responsibilities) mentioned under this Chapter may change from time to time based on the changing needs of the University.

38. Pro-Vice Chancellor (Admin)

1. The Pro-Vice Chancellor (Admin) shall be a full-time salaried officer of the University appointed by a committee constituting members of the Governing Body (which must include the Vice-Chancellor).
2. The Pro-VC (Admin) will need to have a proven track record of successful senior-level leadership and management in a large, complex organization and strategic experience in at least one major non-academic area.
3. He/she will also needs to have expertise in financial management and experience of developing and delivering business development strategies, including income generation.
4. The Pro-VC (Admin) will provide leadership and strategic direction for the administration of the University and ensure a coherent, co-ordinated and sustain able approach to all of the University's non-academic activities.
5. Will ensure the smooth and effective running of the administration of the University, taking the lead in working with others to ensure that administrative services are efficient, effective and streamlined.
6. Lead and co-ordinate the Heads of the University's main non-academic functions such as Finance, HR, Operations, Business Development, Information Technology and Student Life.

39. Director, Human Resources

1. The Board of Management shall appoint Director of Human Resources, if required.
2. The chief responsibility of the Director of Human resources is to assist the University and the Schools in the recruitment of both academic and non-academic staff of the University.
3. The following will be the additional responsibilities of the Director, Human Resources:
 - a. to advise the Vice Chancellor on compensation and benefits packages, including disbursement of salaries, travel and medical allowances for both academic and non-academic staff of the University;
 - b. to implement staffing policies under the supervision of the Vice Chancellor on the improvement and maintenance of staff quality through coordination of staff training development programmes, staff performance management programmes, staff consultation service, performance appraisal schemes and other staff related initiatives;
 - c. to keep proper records of personal data of both academic and non-academic staff and such other relevant data for the purpose of human resources management;
 - d. to hire Non-Academic and Non-Administrative Staff, particularly for the maintenance, upkeep and safeguard of the property and assets of the University in accordance with the procedures set out in Section 4 of the Appendix;
 - e. to establish and monitor effective mechanisms of performance appraisal of such employees of the University
 - f. to perform such other tasks pertaining to human resources management as required by the Statutes, Ordinances, Regulations and Rules or the Vice Chancellor or his or her delegate.

40. Director, Admissions, Financial Aid & Student Outreach

1. The Board of Management shall appoint the Director, Admission, Financial Aid and Student Outreach, if required
2. The Responsibilities of the Director, Admissions, Financial Aid and Student outreach shall be as follows:
 - (a) To provide leadership in the areas of student admissions, financial aid, recruitment and retention strategies.
 - (b) To develop and implement admissions protocols, including application forms, application timelines, interview formats, evaluation criteria.
 - (c) To oversee development and implementation of policies concerning financial aid for students.
 - (d) To oversee prospective student outreach activities, including brochures, informational sessions, and press releases.
 - (e) To evaluate data and devises strategies concerning student retention.

- (f) To supervise orientation sessions for incoming students.

41. Library Director

1. The Board of Management shall appoint the Library Director.
2. The responsibilities of the Library Director will be as follows:
 - a. To provide leadership on all matters pertaining to the University Library.
 - b. To manage the library budget.
 - c. To coordinates with Heads of Departments over purchase of course-related texts
 - d. To provide-logistical library support for curricula
 - e. To liaise with Chief Technical Officer over all matters of electronic and digital access, including databases and research portals
 - f. To research, conclude and manage all required and/or beneficial license, copyright and consortia agreements.

42. Director, Infrastructure and Services

1. A Director of Infrastructure and Services shall be appointed by the Board of Management as and when required.
2. The following will be the responsibilities of the Director of Infrastructure and Services:
 - a. to ensure overall management and upkeep of the physical infrastructure and assets of the University
 - b. to recruit qualified operations staff and establish the operations department
 - c. to manage all facilities including regular maintenance and housekeeping; setting up and enforcement of required security systems and processes; medical services management and transport services management.
 - d. to oversee all interactions with local civic, administrative and regulatory authorities pertaining to infrastructure
 - e. to assist the Board of Management/Governing Body in taking decisions on further infrastructure development by providing strategic inputs
 - f. to oversee development of new infrastructure and ensure quality and timeliness of projects undertaken

43. Chief Technology Officer

1. A Chief Technology Officer (CTO) shall be appointed by the Board of Management, as required.
2. The CTO shall lead the process of determining the priorities, projects, and future directions of the University's Department of Information Technology functions including associated policies.
3. Responsibilities of the CTO shall include:
 - a. Integration, coordination, development and implementation of Information Technology programs across the University in order to achieve maximum institution-wide efficiencies and synergies.
 - b. Providing direction and leadership in the review of present IT systems and methods, and in the formulation of new and revised systems.
 - c. Maintaining knowledge and understanding of current and developing information systems, technology and equipment.
 - d. Ensuring the implementation, application, and systems-wide integration of appropriate information technologies and accelerates the University's use of technology by providing vision and serving as the University's advocate of information technology and the coordinator/integrator for all information technology equipment, applications and systems used within the University.
 - e. Assisting in the development of annual budgets; performs periodic cost and productivity analysis and recommends plans for maintaining and upgrading equipment and facilities
 - f. Overseeing recruitment, training, scheduling, supervision and evaluation of staff

44. Any other Officers:

The Governing Body on the recommendation of the Sponsoring Body may appoint any other administrative officers if required.

CHAPTER VII
SCHOOLS/ FACULTIES/DEPARTMENTS

45. *Schools in the University*

The University shall have the following schools:

- 1) School of Arts and Humanities
- 2) School of Social Sciences
- 3) School of Languages
- 4) School of Natural and Applied Sciences
- 5) School of Entrepreneurship and Leadership
- 6) Such other schools as the Governing Body may institute in future.

46. *Courses and Programmes*

The University shall start by offering the following degree/diploma programmes, based on student demand and faculty availability:

1. Undergraduate degree programmes:
 - i. BA in Economics
 - ii. BA in English
 - iii. BA in History
 - iv. BA in Philosophy
 - v. BA in Political Science
 - vi. BA in Sociology
 - vii. BA in History and International Relations
 - viii. BA in Politics, Philosophy and Economics
 - ix. BSc in Computer Science
 - x. BSc in Mathematics
 - xi. BSc in Psychology
 - xii. BSc in Computer and Cognitive Science
 - xiii. BSc in Computer Science and Entrepreneurial Leadership
2. The graduate degree programmes that will be offered are as follows:
 - i. MA in History
 - ii. MA in Philosophy
 - iii. MA in Political Science
 - iv. MA in Economics
 - v. MA in Sociology
 - vi. MA in English
 - vii. MA in Liberal Arts
 - viii. MA in Entrepreneurial Leadership
 - ix. MSc in Computer Science
 - x. MSc in Mathematics
3. The Post Graduate Diploma programme (Young India Fellowship Programme):
 - i. PG Diploma in Liberal Arts
4. Doctoral degree programmes
 - i. English
 - ii. History
 - iii. Philosophy
 - iv. Political Science
 - v. Sociology
 - vi. Computer Science

- vii. Mathematics
- viii. Psychology
- ix. Communication

5. Such other degree/diploma programmes as established by the Governing Body from time to time.

47. Centres

The Governing Body may establish the following Centres:

- 1. Centre for Writing and Communication
- 2. Centre for Entrepreneurship
- 3. Centre for Leadership
- 4. Such other Centres as may be established from time to time.

CHAPTER-VIII**APPOINTMENT OF FACULTY AND NON-FACULTY STAFF****48. *Minimum Qualifications for appointment of faculty***

1. The University shall meet the minimum qualification requirements for faculty as prescribed by the UGC.
2. The University shall also meet other minimum conditions of appointment mandated by the UGC.

49. *Selection committees for appointment of staff*

1. Selection Committee for the Appointment of the Vice Chancellor:
 - i. There shall be a Selection Committee for the Appointment of the Vice Chancellor constituted by the Governing Body
 - ii. The Vice Chancellor shall be appointed by the Chancellor from a panel of not less than two persons recommended by the Selection Committee.
2. Selection of the Officers listed in Chapter III of this Statute shall be done in accordance with the provisions of the Haryana Private Universities Act, 2006 and Chapter III of this Statute. The selection of academic and administrative officers set out in Chapters V and VI of this Statute shall be in accordance with the provisions of those Chapters
3. Selection Committee for Appointment of Faculty and Academic Staff
 - i. There shall be a Selection Committee, constituted as per the applicable regulations of the UGC, for making recommendations for appointment to the posts of Professors, Associate Professors, Assistant Professors, research staff and other academic posts other than Visiting Teachers for each School. The Selection Committee shall make such recommendations in accordance with the procedures set out in further statutes or ordinances of the University.
 - ii. It shall be mandatory to seek the views of external experts on the selection committee for the appointment of faculty and academic staff to ensure faculty recruitment of the highest quality.
4. Selection process for the appointment of other administrative staff shall be determined by the Governing Body.
5. Meetings of the Selection Committees
 - i. The meetings of the relevant Selection Committee shall be convened by the Chair of the Selection Committee as and when necessary.
 - ii. Three members of the Selection Committee shall form the quorum.
 - iii. The Chair of the Selection Committee shall have both a deliberative and a casting vote.
 - iv. All decisions regarding appointments shall be made by a majority of the members present and voting.
6. Reservation in appointment of faculty, academic staff and non-teaching staff
The University shall follow the reservation policy of the Government of Haryana and the provisions of Haryana Private Universities Act, 2006 in the appointments of faculty, academic staff and non-teaching staff.

50. *Special Mode of Appointment*

Notwithstanding anything contained in the previous section of this Statute:

1. The Vice Chancellor may invite a person of high academic distinction and professional attainments to accept the post of Pro-Vice Chancellor, Professor or Associate Professor or any other academic post in the University, on such terms and conditions as the Vice Chancellor deems fit, and on the person agreeing to do so, appoint him or her to the post for up to one year. However, this appointment has to be approved by the Governing Body.
2. The Vice Chancellor may on the recommendation of the concerned Head of the Department and the concerned Dean appoint a Visiting Teacher for a period up to one year.
3. The Vice Chancellor may appoint a teacher or any other academic staff working in any other university or organization to undertake a joint project.

51. *Remuneration Policy for Faculty*

1. The University shall offer salaries to the faculty across various positions such as– Vice Chancellor, Registrar, Deans, HODs, Professors, Associate Professors and Assistant Professors - that are as per the UGC pay structure or more than the salaries prescribed as per the UGC norms.
2. The exact salary level and other benefits or perks as mentioned under the University's Remuneration Policy shall be approved by the Governing Body.
3. The Governing Body shall frame the general terms and conditions which shall be applicable to all employees of the university.

52. *Code of Conduct*

All members of the faculty shall adhere to the code of conduct established by the University as outlined within the rules and regulations.

CHAPTER-IX

ADMISSIONS AND RESERVATION

53. *General Admission Requirements*

1. Admissions to various programs in the University shall be made on the basis of merit determined through a detailed application and interview process.
2. Merit shall be determined by a scoring system detailed in the ordinances of the University.
3. The scoring system will take into account academic achievements (including performance in standardised tests), extra-curricular activities and performance in essays prescribed by the University as part of the admission process.
4. The admissions process shall be geared to select students of high academic potential who are intensely curious, open-minded, hardworking, and persistent and with a deep and abiding sense of social responsibility. Students with outstanding talents in the arts, sports, and extra-curricular activities shall also be given due consideration.

54. *Minimum Eligibility Criteria*

1. Undergraduate programs:
Applicants to the undergraduate programs will need to pass their 12th standard exams before they can be admitted to the University.
2. Postgraduate programs:
Applicants to postgraduate programs of the University should have successfully completed their undergraduate program.
3. Doctoral Programmes:
Applicants to doctoral programs need to have at least earned an M.Phil degree.
4. The minimum eligibility criteria to seek admission in the UG/PG/Doctoral-Courses/programmes shall be as laid down by UGC and if course is registered under some Professional or Technical body for example Bar council of India, AICTE then in accordance with the minimum eligibility norms of that professional and technical bodies.

55. *Fee Exemptions, Scholarships and Fellowships*

1. The University shall provide need-based scholarships to a specific number of students based on a process defined in the statutes and ordinances.
2. The University shall provide fee exemption to students domiciled in Haryana as per the provisions of the Haryana Private Universities Act, 2006 and the policy of the Government of Haryana.

56. *Number of Seats in Different Courses*

The number of seats available in each programme for an academic year shall be determined by the Board of Management in consultation with the Academic Council, Academic Policy Committees, the relevant Schools and such other Officers, Authorities, Bodies, Committees or Boards as the Board of Management considers appropriate to consult.

57. *Reservation Policy*

1. The University shall follow the reservation policy for admissions in accordance with Haryana Private Universities Act, 2006 and the policy of the Government of Haryana.
2. Where any seats for admission in the University are reserved for students domiciled in Haryana or belonging to the Scheduled Castes of the State of Haryana are not filled by persons who are domiciled in Haryana or belong to the Scheduled Castes of the State of Haryana, they shall be filled by other students according to the general admission policy.
3. Where there are more applicants belong to the Scheduled Castes of the State of Haryana than the number of reserved seats prescribed by these Statutes, their admission to these reserved seats shall be on competitive basis amongst such applicants.

58. *Fee Regulations*

1. The tuition and hostel fees for various programmes of the university shall be prescribed by the Board of Management and shall be approved by the Governing Body.
2. The University shall also prescribe from time to time, other fees such as admission fee, mess fee, usage charges for services such as laundry, printing etc.

59. Miscellaneous

1. Terms and Conditions of Service and Code of Conduct for the Teachers
 - i. All the teachers and other academic staff of the University shall be governed by the terms and conditions of service and a code of conduct as may be prescribed by the University.
 - ii. Every member of Academic Staff of the University shall be appointed on basis of a written contract.
 - iii. A copy of every Academic Staff's contract referred to in sub-section (2) shall be deposited with the Registrar.
2. Arbitration of Disputes between the University and Employees
 - i. Any dispute, controversy or claim arising out of or in connection with the contract between the University and any employee, or the breach, termination or invalidity thereof, or between the university and its officers, teachers, employees and/or students shall, at the request of the employee or the person concerned be referred to a tribunal of arbitration consisting of one member nominated by the Vice Chancellor, one member nominated by the employee or the person concerned and a Chair selected by the two nominated members.
 - ii. Every request made by the employee or the person concerned under subsection (1) shall be deemed to be a submission to arbitration upon the terms of this section within the meaning of the Arbitration and Conciliation Act, 1996.
 - iii. The procedure for regulating the work of the Tribunal shall be prescribed by the University.
3. Right to Appeal

Every employee or student of the University or an Institution maintained by the University shall have a right to appeal, within such time as may be prescribed by the Statutes, to the Vice Chancellor or any other authority that might be approved by the Governing Body, against the decision of any Officer or Authority of the University or of the Institution, as the case may be, and thereupon, the Vice Chancellor or such other authority may confirm, modify or reverse the decision appealed against.
4. Removal of academic staff, administrative staff and other employees of the university
 - i. Notwithstanding anything contained in the terms of contract of service of the appointment of an Academic Staff, Administrative Staff and Non-Academic and Non-Administrative Staff of the University, such person may be removed from the University by the appointing authority where such person is found to be:
 - a. of unsound mind;
 - b. had been convicted by a court of law of any offence moral turpitude and sentenced in respect thereof to imprisonment; or
 - c. otherwise guilty of serious misconduct in discharging his or her powers and functions.Provided that such employee had been given a reasonable opportunity to be heard and present his case to the authority investigating the matter.
 - ii. Where the removal of such Academic Staff, Administrative Staff or Non-Academic and Non-Administrative Staff is for a reason other than that specified in Section 59(4), such person shall be given three months' notice in writing or paid three months' salary in lieu of notice.
5. General Principles for the Interpretation of the Statutes
 - i. This Statute shall receive such fair, large and liberal construction and interpretation as will best ensure the attainment of the object of the Statute according to its true intent, meaning and spirit.
 - ii. In this Statute, unless the context otherwise requires:
 - a. Where any word or expression is defined in this Statute, such definition shall extend to the grammatical variations and cognate expressions of such word or expression.
 - b. Words and expressions importing the masculine gender include the feminine and neuter genders.
 - c. Words and expressions in the singular include the plural and words and expressions in the plural include the singular.
 - d. References to any Officer, authority, body, committee or board includes his, her or its nominee.

- e. Where any part of this Statute confers power to make any subsidiary legislation, expressions used in the subsidiary legislation shall have the same meaning as in the Statute conferring the power, and any reference in such subsidiary legislation to "the Statute" shall be construed as a reference to the Statute conferring the power to make such subsidiary legislation.
- f. Where in subsidiary legislation there is a reference to a section or other provision by number, letter or combination of number and letter, and not in conjunction with the title or short title of other subsidiary legislation or a Statute, the reference shall be construed as a reference to the section or other provision of that number, letter or combination in the subsidiary legislation in which the reference occurs.
- g. Where in subsidiary legislation there is a reference to a subsection or other subdivision of a provision by number, letter or combination of number and letter, and not in conjunction with the number of any other section or provision of that subsidiary legislation or any other subsidiary legislation, the reference shall be construed as a reference to the subsection or other subdivision of a provision of that number, letter or combination in the section or other provision in which the reference occurs.
- iii. Where any part of this Statute confers any power or imposes any duty, then the power may be exercised and the duty shall be performed from time to time as occasion requires.
- iv. Where any part of this Statute confers any power or imposes any duty on the holder of any office as such, then the power may be exercised and the duty shall be performed by the holder for the time being of that office.
- 6. The overriding effect of the Haryana Private Universities Act, 2006
Any powers or functions of any Officer, Authority, Body, Committee or Board conferred by this Statute are subject to the provisions of the Haryana Act.
- 7. Presumption of lawful exercise of power
Subject to Section 2 of this Statute, where this Statute confers authority upon any person to:
 - i. make any subsidiary legislation;
 - ii. make any instrument; or
 - iii. exercise any power or function,
 and the Statute conferring the power prescribes conditions, subject to the observance, performance or existence of which any such power may be exercised, such conditions shall be presumed to have been duly fulfilled if in the document evidencing the exercise of the authority there is a statement that such authority had been conferred by such Statute.
- 8. Presumption of Validity of Appointments and Constitution of University Authorities and Bodies
 - i. Subject to this Statute, the appointment made to any post in the University and constitution of any authorities, bodies, boards or committees in the University in accordance with the Statutes and Regulations shall be deemed to be valid and in accordance with the law.
 - ii. If any question arises as to whether any person has been duly elected or appointed as, or is entitled to be, a member of any authority or other body of the University, the matter shall be referred to the Chancellor whose decision thereon shall be final.
- 9. Presumption of Validity of Act or Proceedings and Indemnity against General Proceedings
 - i. Subject to this Statute, no act or proceeding of the Governing Body, Management Board or any other Officer, authority, body, committee or Board of the University shall be invalidated or questioned on the ground merely of the existence of any vacancy or defect in the constitution thereof.
 - ii. No suit, prosecution or any other legal proceedings shall lie against the University or for any act or omission of any Officer, authority, body, committee or board or employee of the University in the performance of their powers and functions under the provisions of this Statute or any Ordinances, Regulations or Rule made thereunder, provided such act or omission was actuated by good faith.